

ABSTRACT OF THE DISCLOSURE

There is provided a copying apparatus and a method of controlling the same which are capable of performing a proper search for an original file even when the image quality of the original is heavily degraded such that the additional information cannot be read or is not correctly recognized, to thereby obtain a copy without degradation in image quality regardless of the condition of the original. Additional information is read from an image signal from an original inputted by a scanner unit. A search is carried out for an original file corresponding to the original based on the read additional information. A printer outputs a copy of the original using the original file found as a result of the search. The additional information is displayed and edited. The search is controlled using the edited additional information.